

**LAC LA BICHE COUNTY
REGULAR COUNCIL MEETING
April 12, 2022**

Minutes of the Lac La Biche County Regular Council Meeting held April 12, 2022 at 10:00 a.m.

CALL TO ORDER Mayor Reutov called the meeting to order at 10:01 a.m.

PRESENT	Paul Reutov	Mayor
	Jason Stedman	Councillor (<i>exited at 5:22 p.m.</i>)
	John Mondal	Councillor
	Colette Borgun	Councillor
	Darlene Beniuk	Councillor
	Kevin Paré	Councillor
	Lorin Tkachuk	Councillor/Deputy Mayor
	Sterling Johnson	Councillor
	Charlyn Moore	Councillor

STAFF IN ATTENDANCE	Dan Small	Acting Chief Administrative Officer
	Melanie McConnell	Associate Chief Administrative Officer, Corporate Services
	Darrell Lessmeister	Associate Chief Administrative Officer, Recreation & Community Services (<i>in part</i>)
	Brian Shapka	Associate Chief Administrative Office, Infrastructure Services (<i>in part</i>)
	Heather Reid	Legislative Services Coordinator
	Mackenzie Zilinski	CAO's Executive Assistant (<i>participated electronically</i>)

ADOPTION OF AGENDA

22.284

MOVED

To adopt the April 12, 2022 Regular Council Meeting agenda as amended:

Additions:

- 7.8 Main Street Beautification Business Owner Discussion

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

3.1 March 31, 2022 - Special Council Meeting

3.2 April 5, 2022 - Regular Council Meeting

22.285

MOVED

To adopt the March 31, 2022 Special Council Meeting minutes and the April 5, 2022 Regular Council Meeting minutes as presented.

CARRIED UNANIMOUSLY

DELEGATIONS

6.1 10:00 a.m. - 12:00 p.m. Delegation - Audit of the 2021 Financial Statements - Metrix, Jeff Alliston

Mr. Jeff Alliston with Metrix presented the Audit of the 2021 Financial Statements and responded to questions.

Councillor Stedman exited Chambers at 10:04 a.m. and returned at 10:05 a.m.

Councillor Stedman exited Chambers at 10:26 a.m. and returned at 10:28 a.m.

CLOSED SESSION

22.286

MOVED

To go into Closed Session at 10:30 a.m. to discuss the Closed Session agenda items pursuant to the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

8.1 10:00 a.m. - 12:00 p.m. Delegation - Audit of the 2021 Financial Statements - Metrix, Jeff Alliston (s.26 FOIP – Test procedures, tests and audits)

Members of Metrix present for the purpose of presenting: Jeff Alliston

Members of Administration present for the purposes of presenting and recording (in part): Dan Small, Melanie McConnell, Zeeshan Hasan, Mackenzie Zilinski, Gloria Bury, Jon Skjersven, and Heather Reid.

Councillor Stedman exited Chambers at 10:37 a.m. and returned at 10:37 a.m.

Mayor Reutov exited Chambers at 10:44 a.m. and Deputy Mayor Tkachuk assumed the role of the Chair. Mayor Reutov returned to Chambers at 10:48 a.m. and resumed the role of the Chair.

There were no members of Administration present for a portion of the discussion.

Councillor Paré exited Chambers at 10:59 a.m.

RETURN TO OPEN SESSION

22.287 MOVED
 To return to Open Session at 11:00 a.m.

CARRIED UNANIMOUSLY

Councillor Paré returned to Chambers at 11:00 a.m.

PUBLIC HEARING

6.2 11:00 a.m. Public Hearing - Bylaw 22-009 Municipal Development Plan
 Amendment and Bylaw 22-010 Land Use Bylaw Amendment

Mayor Reutov opened the public hearing at 11:00 a.m.

Melanie McConnell, Associate CAO, Corporate Services, confirmed the public hearing was advertised and notice was provided in accordance with the applicable legislation. There were no registered speakers or written submissions received for the hearing.

Ms. Sheera Bourassa, Planning & Development Officer, summarized the purpose for the hearing.

In accordance with the Public Hearing Procedures, Mayor Reutov went through the order of presentations and confirmed for the record that no one had pre-registered to speak, there was no one present to speak and no written submissions were received.

The hearing closed at 11:06 a.m.

NEW BUSINESS

7.2 Bylaw 22-009 - Municipal Development Plan Amendment and Bylaw 22-010 -
 Land Use Bylaw Amendment - Second and Third Readings

Ms. Sheera Bourassa, Planning & Development Officer, presented Bylaw 22-009 - Municipal Development Plan Amendment and Bylaw 22-010 - Land Use Bylaw Amendment - Second and Third Readings and responded to questions.

22.288 That Bylaw 22-009 be given second reading this 12th day of April, 2022.

CARRIED UNANIMOUSLY

22.289 That Bylaw 22-009 be given third reading this 12th day of April, 2022.

CARRIED UNANIMOUSLY

22.290 That Bylaw 22-010 be given second reading this 12th day of April, 2022.

CARRIED UNANIMOUSLY

22.291 That Bylaw 22-010 be given third reading this 12th day of April, 2022.

CARRIED UNANIMOUSLY

CLOSED SESSION

22.292 **MOVED**
To go into Closed Session at 11:10 a.m. to discuss the closed session agenda items pursuant to the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

8.2 Procurement Audit Engagement Updated Scope (s.26 FOIP – Test procedures, tests and audits)

Members of Administration present for the purposes of presenting and recording: Dan Small, Melanie McConnell, Zeeshan Hasan, Mackenzie Zilinski, Gloria Bury, Jon Skjersven, and Heather Reid.

Councillor Mondal exited Chambers at 11:21 a.m. and returned at 11:22 a.m.

RETURN TO OPEN SESSION

22.293 **MOVED**
To return to Open Session at 11:22 a.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF CLOSED SESSION

8.2 Procurement Audit Engagement Updated Scope (s.26 FOIP – Test procedures, tests and audits)

22.294 MOVED
That Council directs Administration to proceed with the Procurement Process Limited Assurance Engagement as presented.

CARRIED UNANIMOUSLY

22.295 MOVED
That Council increases the Finance Department 2022 operating budget by \$30,000, to be funded from accumulated surplus.

CARRIED UNANIMOUSLY

NEW BUSINESS

7.3 Approval of Financial Statements for Fiscal Year 2021

Mr. Dan Small, Acting Chief Administrative Officer and Mr. Zeeshan Hasan, Manager of Finance, presented the Approval of Financial Statements for Fiscal Year 2021 and responded to questions.

22.296 MOVED
That County Council approves the 2021 Annual Financial Statements of Lac La Biche County, as presented in draft form.

CARRIED UNANIMOUSLY

22.297 MOVED
That County Council accepts the Auditor’s Report of the 2021 Annual Financial Statements of Lac La Biche County as information.

CARRIED UNANIMOUSLY

22.298 MOVED
That County Council accepts the audit findings report as presented in closed session as information.

CARRIED UNANIMOUSLY

22.299 MOVED
That County Council directs Administration to make the 2021 Annual Financial Statements and the Auditor's Report available to the public via the County's website.

CARRIED UNANIMOUSLY

NEW BUSINESS

7.1 Councillor Reports

Councillor Stedman:

- Lac La Biche Regional Health Foundation Meeting

Councillor Beniuk exited Chambers at 11:32 a.m. and returned at 11:35 a.m.

Deputy Mayor Tkachuk:

- Economic Developers Alberta Conference
- Agenda preparation meeting

Councillor Stedman exited Chambers at 11:33 a.m. and returned at 11:36 a.m.

Councillor Johnson:

- Economic Developers Alberta Conference virtual participation
- Indigenous Collaboration Committee Meeting with Heart Lake First Nation

Councillor Moore:

- Economic Developers Alberta Conference
- Discussion on upcoming Community Planning Association of Alberta

Councillor Borgun:

- Economic Developers Alberta Conference

Councillor Beniuk:

- Economic Developers Alberta Conference

Councillor Mondal:

- Economic Developers Alberta Conference
- Safer Municipalities Advisory Committee
- Indigenous Collaboration Committee Meeting with Heart Lake First Nation
- Family & Community Support Services Meeting

Councillor Paré:

- Economic Developers Alberta Conference
- Indigenous Collaboration Committee Meeting with Heart Lake First Nation

Mayor Reutov:

- Indigenous Collaboration Committee Meeting with Heart Lake First Nation
- Agenda preparation meeting

22.300 MOVED
To accept the Councillor Reports as information.

CARRIED UNANIMOUSLY

7.6 Councillor Expense Claims-March 2022

Mr. Small presented the Councillor Expense Claims-March 2022 and responded to questions.

22.301 MOVED
That Council approves the Councillor expense claims processed for the period March 2022.

CARRIED UNANIMOUSLY

7.7 Grant Application - Electric Vehicle Charging Program

Mr. Carl Kurppa, Grants and Community Funding Coordinator, presented the Grant Application - Electric Vehicle Charging Program

22.302 MOVED
That Council directs Administration to apply for funding to install two 50 kW (or greater) networked Electric Vehicle Chargers at the Bold Center and the Plamondon Arena.

CARRIED UNANIMOUSLY

7.8 Main Street Beautification Business Owner Discussion

Councillor Paré presented the Main Street Beautification Business Owner Discussion item.

22.303 MOVED
To accept the Main Street Beautification Business Owner
Discussion Item as information.

CARRIED UNANIMOUSLY

PUBLIC INPUT SESSION

6.3 12:15 p.m. Public Input Session

There was no one in attendance for the Public Input Session.

RECESS Mayor Reutov called a recess at 12:21 p.m.

RECONVENE Mayor Reutov reconvened the meeting at 1:30 p.m. with all those
Members of Council previously listed in attendance.

DELEGATIONS

6.4 1:30 p.m. Delegation - Municipal Assessment Services, Justin Goudreau and Tim
Zaharichuk

Mr. Tim Zaharichuk and Mr. Justin Goudreau with Municipal Assessment Services
presented to Council on Municipal Property Tax & Assessment and responded to questions.

Councillor Pare exited Chambers at 1:35 p.m. and returned at 1:35 p.m.

22.304 MOVED
To thank Mr. Zaharichuk and Mr. Goudreau for the
presentation to Council.

CARRIED UNANIMOUSLY

6.5 2:00 p.m. Delegation - Provincial Assessors, Arla Pirtle and David Imrie

Mr. David Imrie and Ms. Arla Pirtle with the Office of the Provincial Assessor presented
on Designated Industrial Property Assessment and responded to questions.

Councillor Stedman exited Chambers at 2:05 p.m.

22.305 MOVED
To thank Mr. Imrie and Ms. Pirtle for their presentation to
County Council.

CARRIED UNANIMOUSLY

RECESS Mayor Reutov called a recess at 2:20 p.m.

RECONVENE Mayor Reutov reconvened the meeting at 2:30 p.m. with all those Members of Council previously listed in attendance.

DELEGATIONS

6.6 2:30 p.m. Delegation - Safer Roads Alliance, Debbie Hammond

Ms. Debbie Hammond with the Safer Roads Alliance provided an update to Council and responded to questions.

22.306 **MOVED**
To thank Ms. Hammond for the presentation to Council.

CARRIED UNANIMOUSLY

NEW BUSINESS

7.4 2022 Tax Rates Scenario

Mr. Small and Mr. Hasan presented the 2022 Tax Rates Scenario item and responded to questions.

Councillor Stedman returned to Chambers at 3:10 p.m.

Councillor Stedman exited Chambers at 3:28 p.m. and returned at 3:38 p.m.

Deputy Mayor Tkachuk exited Chambers at 3:41 p.m. and returned at 3:42 p.m.

Councillor Pare exited Chambers at 3:55 p.m. and returned at 3:55 p.m.

Councillor Stedman exited Chambers at 3:59 p.m. and returned at 4:01 p.m.

Councillor Pare exited Chambers at 4:01 p.m. and returned at 4:04 p.m.

Councillor Beniuk exited Chamber at 4:03 p.m. and returned at 4:08 p.m.

EXTENSION OF MEETING

22.307 MOVED
To extend the April 12, 2022 Regular Council Meeting
until all agenda items have been considered.

CARRIED UNANIMOUSLY

NEW BUSINESS

7.4 2022 Tax Rates Scenario continued.

22.308 MOVED
That Council directs Administration to bring forward a
2022 Tax Rate Bylaw based on scenario 1 to a future
Council meeting.

In Favour (7): Mayor Reutov, Councillor Borgun, Councillor Mondal,
Councillor Beniuk, Councillor Paré, Councillor Stedman, and Deputy
Mayor Tkachuk

Opposed (2): Councillor Moore, and Councillor Johnson

CARRIED

NEW BUSINESS

7.5 Bylaw 22-013 - Assessment of Designated Manufactured Homes in a
Manufactured Home Community - First Reading

Mr. Hasan presented the Bylaw 22-013 - Assessment of Designated Manufactured
Homes in a Manufactured Home Community - First Reading and responded to questions.

22.309 MOVED
That Bylaw 22-013 be given first reading this 12th day of
April 2022.

In Favour (6): Councillor Borgun, Councillor Moore, Councillor Beniuk,
Councillor Stedman, Deputy Mayor Tkachuk, and Councillor Johnson
Opposed (3): Mayor Reutov, Councillor Mondal, and Councillor Paré

CARRIED

CLOSED SESSION

22.310 MOVED
To go into Closed Session at 4:39 p.m. to discuss the closed session agenda items pursuant to the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

RECESS Mayor Reutov called a recess at 4:40 p.m.

RECONVENE Mayor Reutov reconvened the meeting at 4:48 p.m. with all those Members of Council previously listed in attendance.

CLOSED SESSION

8.3 Wastewater Treatment Plant Operations Update (s.16 FOIP - Disclosure harmful to business interests of a third party; s.24 FOIP - Advice from officials, s.25 FOIP - Disclosure harmful to economic and other interests of a public body)

Members of Administration present for the purposes of presenting and recording: Dan Small, Melanie McConnell, Brian Shapka, Mackenzie Zilinski, Gloria Bury, Jon Skjersven, and Heather Reid.

Deputy Mayor Tkachuk exited Chambers at 4:48 p.m. and returned at 4:49 p.m.

8.4 Member at Large Appointment-Economic Development Advisory Committee (s.17 FOIP - Disclosure harmful to personal privacy)

Members of Administration present for the purposes of presenting and recording: Dan Small, Melanie McConnell, Brian Shapka, Mackenzie Zilinski, Danielle Patenaude, Gloria Bury, Jon Skjersven, and Heather Reid.

8.5 Economic Development Matters (Discussion) (s.24 FOIP - Advice from officials)

Members of Administration present for the purposes of presenting and recording: Dan Small, Melanie McConnell, Brian Shapka, Mackenzie Zilinski, Gloria Bury, Jon Skjersven, and Heather Reid.

Mayor Reutov exited Chambers at 5:08 p.m. and Deputy Mayor Tkachuk assumed the role of the Chair. Mayor Reutov returned to Chambers at 5:10 p.m. and resumed the role of the Chair.

Councillor Stedman exited the meeting at 5:22 p.m.

RETURN TO OPEN SESSION

22.311 MOVED
To return to Open Session at 5:29 p.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF CLOSED SESSION

8.3 Wastewater Treatment Plant Operations Update

22.312 MOVED
That Council approve Option 1 as recommended by
Administration.

CARRIED UNANIMOUSLY

8.4 Member at Large Appointment - Economic Development Advisory Committee

22.313 MOVED
To appoint Mr. Omer Moghrabi to the Economic
Development Advisory Committee Business Seat for a one-
year term.

In Favour (7): Mayor Reutov, Councillor Borgun, Councillor Moore, Councillor
Mondal, Councillor Paré, Deputy Mayor Tkachuk, and Councillor Johnson
Opposed (1): Councillor Beniuk

CARRIED

22.314 MOVED
To direct Administration to continue advertising for the
Industry Seat until a Suitable Candidate is found.

CARRIED UNANIMOUSLY

8.5 Economic Development Matters

22.315 MOVED
To direct Administration to bring forward a report on
compiling a resource inventory to a future Council meeting.

CARRIED UNANIMOUSLY

ADJOURNMENT

22.316

MOVED

To adjourn the April 12, 2022 Regular Council Meeting at 5:33 p.m.

CARRIED UNANIMOUSLY

Paul Reutov, Mayor

Dan Small
Acting Chief Administrative Officer

ADOPTED